

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER  
JANUARY 10, 2012**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, January 10, 2012, in the Council Chambers of City Hall located at 610 Main Street.

**CALL TO ORDER**

Presiding Officer Mayor Terry Seitz called the meeting to order at 8:00 a.m.

**ROLL CALL**

Clerk-Treasurer Juanita S. Boehm then called the roll:

Mayor Terry Seitz	Present
Board member Timothy Bell	Present
Board member David Prechtel	Present

Also present were Police Chief J. Michael Bennett, Street Commissioner Raymond Eckerle, City Engineer Chad Hurm, Personnel/Safety Director Charles Schneider, Fire Chief Kenneth Hochgesang, City Attorney William Shaneyfelt, and Clerk-Treasurer Juanita Boehm.

Clerk-Treasurer Juanita Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. All board members were present; therefore, there was a quorum for the meeting.

**PLEDGE OF ALLEGIANCE**

Mayor Seitz invited all those present to join him in reciting the Pledge of Allegiance.

**MOMENT OF SILENCE**

A moment of silence was held for former City Engineer Kent Humbarger who recently passed away.

**APPROVAL OF THE MINUTES**

The board members examined the minutes of the regular meeting held on December 27, 2011. Thereafter, a **motion** was made by David Prechtel and seconded by Mayor Seitz to approve the minutes as presented. Motion carried 3-0.

**STREET CLOSING**

Bill Daylaschmute, a foreman with the Indiana Department of Transportation [INDOT], asked permission to close Division Road, east of US 231 near the intersection for three days starting Monday in order to install a storm sewer.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to approve the closing of Division Road at Jasper Engines for three days starting Monday upon giving notification. Motion carried 3-0.

### **SERGEANT POSITION**

Police Chief J. Michael Bennett requested permission to allow the personnel/safety director to advertise internally for a sergeant's position. Bennett said currently there are two patrol shifts and one sergeant. He would like to move an officer to a sergeant's position so a sergeant can oversee each shift.

A **motion** was made by David Prechtel and seconded by Timothy Bell to approve the request to internally advertise the job position for sergeant. Motion carried 3-0.

### **TELECOMMUNICATOR POSITION**

Police Chief J. Michael Bennett said he received a letter of resignation from Telecommunicator Justin Jackson effective January 18, 2012. Bennett asked if the personnel/safety director could start the hiring process and advertise for a telecommunicator and create an active list of pool applicants and keep it active for 24 months.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to work with the personnel director to begin the application process for a pool of candidates and keep the list active for 24 months. Motion carried 3-0.

### **TRAFFIC SAFETY AUXILIARY REPORT**

Police Chief J. Michael Bennett presented the 2011 activity report for the traffic safety auxiliary officers.

### **BLOCK PARKING SPACE**

Assistant Police Chief Nathan Schmitt said the traffic safety auxiliary has been assisting the high school with athletic events at the Cabby O'Neil gym and is asking if one parking space near 320 W. 7<sup>th</sup> Street could be blocked off with cones during these events. When drivers drop others off at the gym door it is creating a bottle neck and blocking off that particular space would help with the traffic flow. Seymour Street is closed to traffic during these events and this space dead ends at Seymour.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to utilize cones to block off a parking space at 320 W 7<sup>th</sup> Street when the traffic safety auxiliary is working special events at the Cabby O'Neil gym. Motion carried 3-0.

### **PROJECT UPDATE**

Assistant Police Chief Nathan Schmitt gave an update on the Interact Records Management System project. The county attorney on behalf of the county taxing units with law enforcement agencies is going to petition the court to release \$100,000 from the County Law Enforcement Continuing Education Fund. All the Boards from these units except Ferdinand have signed an agreement to spend these funds, if released, on a records management system. The agreement will be presented to Ferdinand at its meeting tonight.

## **STREET DEPARTMENT REPORTS**

**Storm sewer collapse.** Street Commissioner Raymond Eckerle gave an update on the storm sewer collapse along South Newton Street. The shoring equipment was put in, the pipe cut and dirt removed. The pipe manufacturer watched the process and they are working on some scenarios. We are waiting for their evaluation to come up with a solution.

**Entrance gate.** The north entrance gate to the street and park departments was demolished by a shopping cart. It appears carts with people in them are being towed behind cars and doing such damage. Similar incidents have occurred on Leslie Drive.

## **REFLECTIVITY SIGNS**

Street Commissioner Raymond Eckerle said the City of Jasper is required by the Federal Highway Administration through the uniform traffic code MUTCD to put in place by January 2012 a method that all signs have reflectivity which we have done and we will comply. He recommended going with a visual nighttime assessment method. An inspection would be required at least once a year, the inspection done at night, and the inspector be age 60 years or older. Eckerle explained the current program in place whereby some signs are replaced each year. All signs not meeting minimum reflectivity standards need to be replaced by 2015 except certain signs that have until 2018.

Eckerle then distributed a draft copy of the Jasper Street Department Sign Reflectivity Assessment and Management Program. City Attorney William Shaneyfelt asked if funding for the signs is in the budget. Eckerle said there is a line item in the budget that is for replacing a certain number of signs each year. The City has been replacing signs the last twelve years. We are now establishing an official program.

A **motion** was made by Mayor Seitz and seconded by Timothy Bell to adopt the Sign Reflectivity Assessment and Management plan as presented by the street department upon approval by legal counsel that it meets standards. Motion carried 3-0.

## **SPEED AND TRAFFIC STUDY**

City Engineer Chad Hurm said as per requested he conducted a speed and traffic study on Sunshine Drive between 5<sup>th</sup> Street and Division Road. Hurm said he would like to discuss the results of the speed study with the police chief and street commissioner before making a recommendation. The study, which was conducted over a thirty-six hour period, showed the average speed for northbound traffic at 25.35 mph and for southbound traffic at 26.03 mph. According to the 85<sup>th</sup> percentile the northbound shows 35 mph and 33 mph for southbound traffic. The posted speed is 25 mph.

## **UPDATES**

City Engineer Chad Hurm updated the board members on the Badendorff Storm Sewer Replacement, the Beaver Lake Dam, the Northside sanitary sewer, and the landfill building projects.

### **FLOOD PLAIN MAPS**

City Engineer Chad Hurm said DNR and FEMA have new flood plain maps. There will be an open house on January 19, 2012 in the Pfaffenweiler Room of City Hall. A representative from DNR will be present from 1:30 p.m. to 2:30 p.m. for Dubois County officials and from 3:00 p.m. to 7:00 p.m. for the general public.

### **BUILDING COMMISSIONER**

Mayor Seitz introduced the new Building Commissioner, Darla Blazey, and said she will start tomorrow. Seitz acknowledged the work Administrative Assistant Kathy Pfister has done and thanked her for the work well done.

### **HIRE VOLUNTEER FIREFIGHTERS**

Since several firefighters have resigned or retired this year, Fire Chief Kenneth Hochgesang asked permission to open the hiring process and use the list of applicants that is still available.

A **motion** was made by David Prechtel and seconded by Mayor Seitz to open the hiring process from the applicant list for the fire department. Motion carried 3-0.

### **ANNUAL FIRE REPORT**

Fire Chief Kenneth Hochgesang displayed the 2011 annual activity report for the fire department. There were 350 responses in 2011.

### **CLAIMS**

A **motion** was made by Timothy Bell and seconded by David Prechtel to approve the claims from December 28, 2011 to January 5, 2012 as published. Motion carried 3-0.

**ADJOURNMENT.** There being no further business to come before the board, a motion was made by David Prechtel and seconded by Timothy Bell to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 9:01 a.m.

The minutes were hereby approved \_\_\_\_ with   X   without corrections or clarification this 24<sup>th</sup> day of January, 2012.

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**Mayor Terry Seitz**  
**Presiding Officer**

**Attest:**

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**Juanita S. Boehm, Clerk-Treasurer**